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## Meeting Minutes, 27 January 2018

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## FRIENDS OF THE LIBRARY ADVISORY BOARD MEETING MINUTES, JANUARY 27, 2018

Present: Dean Cecilia Botero, Ms. Sarah Frances Hardy, Ms. Kristin Guinn, Dr. Shelia Skemp, Ms. Angela Brown, Dr. Tonya Flesher, Dr. Jennifer Ford, Ms. Carole Lynn Meadows, Mr. Sean O'Hara, Dr. Stephen Monroe, Dr. Don Cole, Dr. Ralph Vance, Ms. Margaret Seicshnaydre, Ms. LeLe Gillespie, Dr. Colby Kullman, Mr. Alex Watson, Ms. Laura Harper, Ms. Helen Werby (by phone)

- 1) Welcome and Introductions- new Friends President, Sarah Frances Hardy, welcomed everyone and asked all attendees to sign the roll. She began the meeting with a discussion of a document sent in advance- the Friends of the Library history authored by Dr. Gerald Walton. She then asked each member for a brief introduction, as it was her first meeting as president. Introductions were given and the minutes for the August 27, 2017 meeting were reviewed and approved.
- 2) Next on the agenda was a discussion and vote regarding the adoption of the by-laws. Two years ago a draft of the by-laws was approved but never formally adopted. In preparation for the meeting, Sarah Frances revised the document a bit to help reflect more of the organization's work and mission, especially regarding the provisions of an executive board. However, there were some elements left vague, such as dates for meetings. Sarah Frances mentioned that this document needed to be flexible so it would last over the long term. A discussion about the length of terms was brought up during the question and answer session. Dr. Skemp mentioned that in the laws the term limits are listed as being four years with the possibility for the renewal of another two. It was put for approval and Dr. Cole seconded the motion. The document in its entirety was approved unanimously.
- 3) The next item of business concerned the executive board elections which included Treasurer, Vice-President and Secretary. Dr. Tonya Flesher was nominated for the position of Treasurer by Sarah Frances and seconded by Carole Lynn Meadows. She was unanimously approved. Dean Botero nominated Alex Watson for the position of Secretary, which was seconded by Dr. Cole. He was unanimously approved. Dr. Stephen Monroe nominated Dr. Ralph Vance for the position of Vice-President, which was seconded by Dean Botero. The nomination was unanimously approved.
- 4) The next item on the agenda concerned the Friends Membership Committee. Sarah Frances encouraged each member to send names and addresses of potential new members. Laura Harper, Stella Connell, Carole Lynn Meadows, and Dr. Vance are on this committee which will assist the foundation in sending out invitations to join the Friends. They are also tasked with brainstorming new approaches to bring in new members. There were some questions about access to the current membership list, as several members were concerned they might nominate people who were already members. Angela Brown let the group know that the membership list cannot be shared electronically but could be viewed in-house. Sarah Frances let the group know that she and Angela would review any names sent to them to make sure the people were not already members before sending any documentation.
- 5) Angela then gave the Foundation report, as she had just run the fiscal year and calendar year reports. She let the group know that the Friends has three accounts, including an endowment account and two restricted funds. In the first restricted account (typically based on memorial gifts) there is normally some fluctuation. As of 24 January 2018 there was \$5708.15 in that

account (Account # 00408 Friends of the Library – Memorial account), which will be used for book buying and acquisition purposes at the discretion of Dean Botero. The other restricted account, known as the Friend of the Library Program Fund (Account #05690), contained \$ 2,164.16 as of Jan. 24<sup>th</sup>. These funds have been used for various Friends events and outreach efforts. The endowment account at Foundation contains the funds generated primarily from membership dues. Friends currently has 269 members and the endowment is currently slightly above a million (Account # 02097/Balance in endowment: \$1,052,670.08). There is one other endowment account which is housed at the University (Account # 250410560A), as it was created before the advent of the Foundation. It currently contains \$55,239.90 and is normally used for marketing, mailings, etc. Angela let the group know that this year was a good one in terms of membership. Laura Harper asked how many lifetime members were in the Friends and Angela mentioned that there are currently 76 lifetime members. In many cases, these lifetime members are continuing to donate- sometimes \$1000 each year. A question arose regarding the preferred account destination for such gifts- the events account or endowments. Angela let the group know that the destination of the funds is really up to the donor. She did note that the more functions and events hosted by the Friends will help the group grow. However, money is needed for programming and outreach efforts and she encouraged everyone to brainstorm.

- 6) Sarah Frances provided an update on the Paula Hilby-Charles Noyes project. Paula donated funds to the Friends to compile writings and letters of the late Professor of English and former President of the Friends, Dr. Charles Noyes, into a small book. Paula has a copy of the booklet as a memento and there is a copy at the Foundation. Due to permissions issues a wider distribution is not planned. LeLe Gillespie asked if there was a way to obtain permissions and Sarah Frances invited anyone with an interest to look into ways to take it further. She also invited the Friends to read the work, as it will bring back fond memories of those who knew Dr. Noyes.
- 7) Dean Botero gave a report about progress in the Libraries, which included updates about library spaces, the Institutional Repository, purchase of several new digital collections (in part using Friends of the Library funds), and new collaborations with other campus entities.
  - a. New library spaces, such as the IDEALab innovative learning area, were highlighted first. The IDEALab is available to the entire UM community and was arranged after a great deal of planning. It includes a 3D printer and scanner, a large format printer, a virtual reality station, etc. The area has already had use, especially from entrepreneurial students. Dean Botero mentioned that the careful review and de-selection of some library materials over the last year has led to more useable space for students. Students consistently request better study space in surveys, etc. The new flooring and furniture arrangements will greatly enhance areas for student study and use. Dean Botero mentioned speaking with student groups about possibilities for even more enhanced areas and possibilities for longer hours. Traffic in the Library increased 47% this year and we believe that this will go up to a million visitors by next year. Dean Botero also spoke about the conversion of Mezzanine C into a graduate student floor, as this was an interest of the Graduate Student Council. She let the group know that the Provost's office has helped supplement the effort. The extra shelving which had been stored on that floor will be moved in the spring and the area will be updated to make it more inviting.

- b. The Institutional Repository is currently one of the Library's most comprehensive projects, as it will be a digital space for the UM community, the Libraries themselves and will provide increased access to UM materials for the outside public. The paperwork to invite vendors to campus to showcase their products was approved and these will likely take place in March. The Dean mentioned a number of fall campus meetings with stakeholders which generated a great deal of interest in the project. UM Theses and Dissertations, as well as the Daily Mississippian are two goals which the Dean hopes to see in the IR. A new Digital Assets Librarian was hired and will have a great deal of input into this process, under the Head of Metadata and Digital Initiatives.
  - c. The Dean updated the group about several new purchases of key digital collections which were purchased, in part, with Friends funding. These include titles such as the New York Times (1851-1937) and the Chicago Defender, among others. Several journal back files were purchased (213 total), many containing new content.
  - d. The Dean updated the board about several new collaborative projects with campus entities, such as the collaborative Museum/Special Collections exhibition, the "Study of the South Research Fellowship" with the Center for the Study of Southern Culture, and other projects.
  - e. She handed out a packet which included various flyers and informational booklets, including information on the celebrations for the 135<sup>th</sup> anniversary of the Regional Federal Depository in the UM Libraries; information about the IDEALab; information about the Special Collections/University Museum exhibit; information about the Special Collections spring brown bag series, etc.
- 8) The Dean's report ended with a series of demonstrations of many of the points in the overview, including Alex Watson's talk about the new digital newspaper subscriptions; Sean O'Hara's talk about resources in the IDEALab; and Jennifer Ford's discussion of the new iPad technology in the Special Collections' "No Two Alike" exhibition.
- 9) The meeting ended with a discussion about the upcoming Oxford Conference for the Book. Sarah Frances will email the Conference schedule to the group and encouraged the board to register. The Friends will also be hosting the Library Conference lunch and speaker. This year's speakers are Wayne A. Wiegand and Shirley Wiegand, authors of the 2018 work *The Desegregation of Public Libraries in the Jim Crow South: Civil Rights and Local Activism*. Sarah Frances asked all of the board who planned on attending the initial reception on March 21<sup>st</sup> to let her know, as she would like to have everyone where nametags to help promote Friends. She encouraged members to attend, as there will be some honored.
- 10) After no new business was proposed, the meeting was adjourned.